

[June-July?]

Report of the Educational Work for July, 1916.

To the Director:

Perhaps the most noticeable features connected with docent work for July have been: first - the increasing number of children who came with their parents, to most of whom we offered no service; second - the children who came unattended were largely from a more cultivated class, quite a number coming with catalogues which they knew how to use; third - a considerable number returned for the second, third and fourth times, frequently bringing with them others who had not visited the galleries. This is particularly true of the Italian children. One group comes at least twice a week, and having heard stories of the armor and tapestries, are now asking to be taken to the picture galleries.

If children prefer to go about the galleries without help we respect this wish as we would that of adults, feeling they are getting something of value or they would not stay.

The groups were much smaller than in June, often only three or four. This probably brought better results individually.

It is proving much easier to interest the boys than the girls. The latter present a problem still unsolved. It is hoped to interest them with the regular organized work of the coming winter.

Quite a number of children have gone from the galleries to the library. As there was very little material there suited to their age, not many returned. However, two or three small groups return frequently to the careful care of Miss Comings. I judge it will become necessary to provide books pictures for young people, both in connection with the children's museum⁶ and the distinctive art work.

An unusual number of adults were taken about the galleries. One very interesting group of twenty-two people from Hindsburg, Ohio, came for an entire day. The most eagerly interested person in the group was a woman well over eighty.

Numbers reached by docent work can be only approximate. An effort has been made to under rather than over-estimate. In some instances the service to adults went into hours; with the children it probably averaged thirty minutes. It is believed that this length of time brings the best results.

m On the last three Sundays of the month the docents were not in the museum. It seems impossible to do good work without rest on that day. Furthermore, experience showed that those coming on Sunday preferred to wander about unattended, getting a big, general impression rather than detailed information. As soon as the people have seen the building once, this condition will probably change, and we can organize a corps of volunteer docents. Members of the Principals' Club have offered their services during the coming winter.

Miss Gibson gave the major part of her time to the library during July. This necessarily reduced the number of those receiving service.

Mrs. Gibson	525
Miss Gilchrist	62
Miss Gibson	<u>180</u>
Total -	767

It is clearly recognized that it is the quality of service rendered and not the numbers reached, which counts. Most of the children who come only once prefer to hear of the armor. In studying it, stress is laid on its use in tournament rather than in war, and attention is called always to the element of beauty in form and decoration, and to the patient labor involved in producing beauty.

Next to the armor we have been able to interest children in the tapestries. Here we owe much to the rudimentary knowledge of hand weaving taught in the schools, which makes it possible to get a fairly clear conception of the art of tapestry weaving.

During July over half of the students of the summer normal school had class work in the museum. Two lectures to classes were given in the Auditorium: one by Mr. Roth (?) Instructor at Harvard, speaking to 53 people; one by Mr. Gregory to a class of 64 students. Four art classes, lead by Miss Corlett, aggregating 114 students, did work here; two classes using the Cesnola pottery; two drawing from Richel's "The Lonely Cypress", which was taken from the gallery to the class room.

The farthest reaching work of the Educational Department during the month will probably result from a meeting with the Principals' Club in the Conference Room, and one with a museum committee appointed from that Club. This committee is to be a permanent advisory body, meeting with the head of the department to organize that part of the museum work directly related with work in the secondary schools. It is believed that this Committee will form a working connection of rare value with the school organization. It is a new step in educational work.

During the month the exhibits in the branch libraries were called in for the summer. One, however, was sent out - the Cesnola pottery - going to the West Technical High School, where they are having a pottery course.

Respectfully Submitted.

Cleveland, August 1, 1916.

Report of Educational Department for August, 1916.

Sept. 4, 1916.

To the Director:

During part of August both Miss Gilchrist, volunteer docent, and the head of the department, were away on vacations. Notwithstanding this and the extremely hot weather nearly 1,000 people received personal attention. This does not include service given for short periods but only the more formal docent service.

Mrs. Gibson	297
Miss Gilchrist	127
Miss Gibson	<u>565</u>
Total -----	989

It is understood that these numbers can be only approximate.

A daily record is kept by the docents which is as nearly correct as is possible. Only a few groups of children were brought by adults - Miss Gibson reports that "two of these were unusually interesting. The first was one composed of five children accompanied by four adults from the Holy Cross Home on the corner of Woodland and East 55th Street, an institution for crippled children. Two little girls were put in the wheel chair and the other three boys clung to the back and sides. The adults were most appreciative and the children very responsive. The second group came from the Jewish Orphan's Home on their annual outing. There were only seven of them, but they were exceedingly intelligent and alive and pitifully eager.

"Little Italy" came with the greatest frequency for the first week and a half. The novelty wearing off they became somewhat inclined to use the rotunda as a race track. And on being discouraged in this mode

of museum enjoyment have not returned in such large numbers."

The Tuesday Study Club, sixteen in number, came twice during the month. The first time they were given a talk in the Conference Room and then taken to the galleries. The second time they came for luncheon, and asked for docent service.

The Retail Monument Dealers' Association, about 250 in number, met in the Lecture Hall, where the purpose of the exhibits was explained. They then went to the galleries where the three docents met as many as possible.

Miss Quinby of the Young Women's Christian Association, brought a group of young business women who were given over an hour of docent service.

The number of children who come with parents is noticeable as well as the number who come with catalogues "sufficient unto themselves".

Respectfully submitted,

September

October 1, 1916.

To the Director;

With the opening of school the number of young people coming unattended to the Museum has naturally greatly decreased. As the schools are still in the process of organization under exceptionally untoward conditions we cannot expect them to work in the Museum in large numbers. However, during the month there were twenty-four classes here, aggregating 407 pupils. They came, in the main, from Fairmount, Junior High and East Technical High. The majority of these classes were conducted through the Museum by their own teachers.

The registration of attendance for the Cleveland School of Art could not be made at the door as the students did not enter the building in classes. Such a record would have been interesting as most of the students came several times.

Only two Clubs used the Conference Room, aggregating 64 members.

The docent service was as follows:

Mrs. Gibson	472
Miss Gibson	440
Miss Gilchrist	<u>64</u>
Total	976

The docents are being asked to give assistance in the use of art material for school work. As an example, a pupil from West High School was helped to prepare an oration "which was to be given in the presence of the whole school", the subject chosen being - "The Cleveland Museum of Art." Other pupils come out seeking material for essays and oral compositions. Such work is probably far reaching than ordinary docent work but takes far more time.

During the month arrangements have been perfected for Sunday docent service to be given in the main by the faculty of the Art School. Arrangements are also being made for story telling on Sunday afternoons.

Respectfully submitted

November 1, 1916.

REPORT OF DEPARTMENT OF #2
EDUCATIONAL WORK FOR OCTOBER, 1916.

The department realizes it is still "feeling its way".
Its one ideal is sound, far-reaching work.

Respectfully Submitted

November 1, 1916.

REPORT OF DEPARTMENT OF
EDUCATIONAL WORK FOR OCTOBER, 1916.

To the Director:-

During October while there were more people reached by the work of the department than hitherto, it was not, as heretofore, principally through the channel of docent service. Many schools reported for work under their own teachers, for whom provision had to be made, whether they wished to draw from Museum materials or visit the galleries.

Material so used must be arranged for use, and later checked and returned to storage. It was explained to the classes before they began to draw. The classes always have been welcomed and made comfortable.

During the month we have records of visits from 32 schools with an aggregate attendance of 691 pupils.

The following is an approximation of the docent service:

Miss Underhill	30	
Mr. MacLean	104	
Mrs. Gibson	266	
Miss Gibson	347	
Sunday docents	<u>150</u>	747
Total		897

The Sunday docent service is probably largely underestimated. With shifting groups it is difficult to judge numbers.

The Lecture Hall was used six times with an aggregate attendance of 1406. Seven clubs used the Conference Room - aggregate attendance 181.

As to the intrinsic value of the work done it is always difficult to judge. It must often fall discouragingly short of our ideals. However, there comes unsought testimony that it has value. For instance, the Art School feels we are helpful. They had five classes here during the month. Outhwait Opportunity, organized to give especial attention to backward children, sent the entire registration in six classes. Each class spent an entire afternoon here. Part of the time was given to drawing from the Cypriot pottery; part to a visit to the galleries. The teacher who accompanied them reports that the entire school was intensely interested and alive, and that discussions of the visits fill class room and school yard.

December 1, 1916.

REPORT OF EDUCATIONAL WORK
for November 1916.

To the Director:-

So far as figures will estimate the Educational Work for November, I report the following:

Number of exhibits placed in Extension Work	7	
Clubs meeting at Museum	10	
Attendance at same	265	265
Docent work in galleries and talks in Branch Libraries:		
Miss Underhill	156	156
Mrs. Gibson.....	485	
Miss Gibson.....	522	1163
Number of classes from schools	41	
Attendance in same	803	803
Sunday Docent Service, 4 weeks.....	120	
Saturday Entertainments 4 weeks, estimate	1000	
Lecture Hall, other uses 2 lectures	375	1495
		<u>3726</u>

The classes have been preponderatingly from the High Schools and Junior High Schools. More work has been done with classes studying history than any other subject. The schools coming to the Museum the most frequently have been : East Technical High, Fairmount Junior High and Shaw High of East Cleveland. Work with the younger grades is just beginning.

Respectfully Submitted,

January 21, 1917.

REPORT OF EDUCATIONAL WORK
FOR DECEMBER 1916.

To the Director:-

The work done in the EDUCATIONAL DEPARTMENT as far as it can be estimated in figures is as follows:

Number of exhibits placed in Extension Work	7	
Clubs meeting at the Museum	4	
Attendance at same	90	
Docent work in galleries and talks in branch libraries:		
Miss Underhill	115	
Mrs. Gibson.....	380	
Miss Gibson.....	242	737
Number of classes from schools	28	
Attendance at same	536	
Sunday docent service - 5 weeks	160	
Children's Entertainment - 5 weeks	1363	
Other uses of Lecture Hall:		
Three lectures	304	

These figures are of necessity in many cases only an approximation, but the attempt has been made not to over estimate numbers.

There were fewer clubs meeting in the Museum, and a smaller number of classes visiting it than usual because of the many activities attendant on the Christmas holidays and the two weeks vacation in the schools. The work was still mainly with the High schools: East Technical High, Shaw High, East High, and the High Schools of Commerce sending the largest number of groups. There was, however, some lecture work with the fourth grade on "The Desert", and plans were made for further work of this kind.

Respectfully Submitted,

November 29, 1916.

SUMMARY OF EDUCATIONAL WORK
FOR YEAR ENDING DECEMBER 1, 1916.
FOR YEAR ENDING G D

To the Director:-

The following figures can be only approximate. The effort has been to be conservative as to numbers:

Exhibits in Libraries, Schools
Nov. 1, 1915 to Nov. 1, 1916 51

Numbers addressed on subject of
said exhibits, approximately.....1,200

Clubs addressed on subject of
Museum work, 117

Aggregate attendance..... 470

Classes working in Museum
during September, October & November 92

Aggregate attendance1,798

Week day Docent work in Galleries
since June 8, about 850 per month, (5 months)4,250

Sunday Docent service 7 weeks,
average reached 30 210

Saturday entertainments, 6 weeks,
average 250 1,500

Other uses of Lecture Hall /, 955

The most fundamental work of the department has been the establishing of working co-operation with the Public Schools, the Library, our private schools and certain social organizations.

Respectfully Submitted.